

# **Edmunds Consolidated School**

## **Return to learning plan (Green-in person learning)**

### **January 2021 Revised- DRAFT**

#### **Physical Health and Safety Considerations**

##### **School capacity and readiness:**

- Reopening will be consistent with applicable state and local orders.
- ECS will create individual plans for all children (IEP or 504) and employees who provide the school with documentation that they are at higher risk for severe illness.
- ECS will provide staff and families with a daily self-check list of symptoms, and encourages anyone (student or staff) to self-screen at home each morning using a provided checklist and stay at home if sick. Staff and students are expected to self-check for a temperature prior to coming to school using a thermometer or no touch temperature probe(provided by the school).
- ECS will promote healthy hygiene practices such as hand washing require that employees and students wear an approved face covering, while at school.
- ECS has a working HVAC system that constantly circulates air into the school from outside the building. Windows will be opened as needed, and outdoor class space will be available. Classroom air will also be filtered using a large-space air filtering device.
- ECS will encourage social distancing throughout the building using school friendly signage, and floor markings. Classroom groupings are 15 (or under) in each classroom, with desks placed 3-6 ft. apart (at minimum 3 ft).
- All employees will be trained in August on health and safety protocols per CDC and state of Maine DOE recommendations.

#### **ECS will follow CDC's safety actions for schools.**

1. **We will promote healthy hygiene practices.** All students and staff will be required to wear face coverings/masks. Mask breaks will be scheduled regularly throughout the day. Students and staff will learn about and practice good hygiene with regular hand washing/sanitizing, and covering coughs and sneezes. School friendly signage will be present and visible throughout the building.
2. **We will intensify our cleaning, disinfecting and ventilation.**
  1. **Classroom teachers** will have ready access to cleaning materials appropriate for disinfection and cleaning when students are present. Shared objects (manipulative, books, learning materials, etc.) will be cleaned between each use. Spare masks will be available for student and staff use when needed.
  2. **The janitor** will clean and disinfect frequently touched surfaces within the school (ex. door handles, sink handles, playground equipment, etc.) throughout the day.

Water fountains will not be used, instead students will refill personal bottles from the 3 water dispenser fountains available in the building.

3. **Bus drivers** will clean and disinfect frequently touched surfaces after each run, and will clean and disinfect the bus daily. Students will be assigned to sit in assigned seats, and not be allowed to sit with other students unless living in the same home.
4. **We will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible.** The HVAC system is maintained regularly through a contract and filters are replaced regularly throughout. We will increase circulation of air such as by opening windows and doors when safe to do so (ex. allergy to pollen, etc.) and will add portable air purifying devices to each classroom to further filter air.
5. **We will ensure that all water systems are safe to use.** The water at the school is checked regularly according to State of Maine Water testing requirements. The water was tested in December 2020 and all tests were good. Drinking fountain features will be disconnected, but 3 water dispensers will continue to provide clean, cold water to fill individual water bottles throughout the day.
6. **We will utilize the MTSS to support all students/families who struggle to have access to adequate healthcare and resources for health and learning.**
  1. **We will communicate with families** via a wide variety of resources- Singlewire Alert System (instant audio/text message via email, text, or phone), Facebook Group, weekly newsletter posting, and articles in local paper (Quoddy Tides)
  2. **This plan will be re-evaluated and adjusted throughout the school year, as needed.**

#### **Steps completed by ECS to re-open the physical building:**

1. Materials have been identified and ordered to support the health and safety throughout the building.
2. The entire building, and materials throughout have been thoroughly cleaned and disinfected since students left in March.
3. 6' standing spaces have been placed on the floor near doors, bathrooms, sinks or other places where students may congregate or line up throughout the building.
4. School-friendly signage to remind students to keep hands to selves; fun examples of 6' distance; face coverings; hand washing protocols; etc have been posted throughout the building.
5. Install plexiglass shields have been ordered for teacher/staff desks in classrooms and high traffic areas. Individual tri-fold dividers have been installed for student use at their desks.
6. Hand sanitizing stations will be placed throughout the school. Each classroom will have their own sanitizer as well.
7. Short videos and live webinars will be made available to help raise awareness among staff, families, and students regarding new procedures and expectations.

### **Social, Emotional, Behavioral, and Mental Health Considerations**

1. Re-entry plans will be shared as soon as possible to allow families time to review and have questions answered prior to re-entry.
2. Classroom teachers will act as case managers for all students in their classroom. Additional staff will be sought out if additional support is needed and can be accessed through the SAT/IEP process/team.
3. IEP meetings will be held in September, and these plans will include considerations for recouping lost learning from COVID-19 as well as support needed if hybrid/at-home learning is required.
4. Guidance and Health classes will focus on communication and student concerns to help students feel physically and emotionally safe at school. Individual counseling times will be made available for students who need this support and will be accessed through the SAT process/team.
5. Community resource lists will be compiled and made available to families.
6. Mindfulness practices will be incorporated into the school day to promote mental health and well-being as well as enhance learning.

### **Academic Programs and Student Learning Considerations**

**ECS will use all available data to assess and measure student progress attained through the end of the third quarter and what was the expected growth through the end of the 2019-2020 school year. We will consider the following evidence:**

- NWEA- Formative academic measures (Math, ELA, Science)-March 2020 and Sept. 2020
- Social and Emotional Skills (SSIS)- fall 2020
- Progress monitoring and intervention data prior to March 2020 and fall assessment data
- Executive Skills (teacher observation/monitoring)
- Access issues (Was the child able to meaningfully participate in remote learning?)
- The RTI process will use teacher data, student/parent referrals, and assessment data to inform planning for support for students to help provide recovery education. If a student's educational, social/emotional, or behavioral needs have changed to the degree that the student's ongoing services or supports are no longer sufficient to access their educational programming, the student's specialized team (EL Team, MTSS/RTI Teams, IEP Team) should meet to determine if student's current needs require more support.

## **Teaching and Learning Considerations:**

### **For Teaching staff:**

1. It is the expectation of the EUT, that teachers will provide daily learning opportunities aligned to, and which result in demonstration of achievement towards, the MLR, that include forward movement along learning progressions or through grade level expectations as well as reinforcement of prior learning and necessary intervention regardless of the learning format. (in person, hybrid, or remote)
2. Teachers will provide parents/students with a clear daily schedule for instruction. This will be posted in their virtual Google/Seesaw Classroom and can also be sent home in paper format (especially for younger students). This daily schedule will include age-appropriate engagement expectations for students; live daily contact between teachers and students (and/or caregiver); direct instruction (either synchronously or asynchronously); independent student work; and the opportunity for questions and feedback during teacher office hours.
3. Online learning platforms will be used regularly (Google classroom or Seesaw) will be used regularly at school to help students become more familiar with their use and to have practice interacting with direct teacher support prior to remote learning. While at home, this platform will be the tool to provide access to resources, links to virtual meetings/classes, and turn in work.
4. Teachers will provide students with a weekly syllabus of learning goals/assignments. The syllabus will be posted in their Google classroom/Seesaw Classroom so it is accessible should a student need to stay home due to not feeling well, appointments, etc. and need to access their learning via the remote platform.
5. Students will be given access to the necessary materials and resources to support engagement in lessons regardless of location and limitations (no wi-fi access, etc.) which may include paper format and the opportunity to attend class meeting via phone.

### **Expectations for ECS Students and Families:**

1. **Student expectations for learning will be published in the school handbook.** Regular attendance, and active participation will be required and expected regardless of learning location (remote, in-person, or hybrid).
2. **Families are expected to inform the school if they do not have access to the Internet and a device for learning at home (tablet or laptop/computer).** Cell phones are not considered appropriate devices for learning. We will do our best to ensure equitable access to learning materials through providing access to a computer or WiFi device to be used at home.
3. **Each student/family will be issued a school assigned (@eut4me.org) student google email account** to access Google Classroom and/or Seesaw Classroom learning platform, and to aid in communication between teachers, students, families, and the school. **This should be checked daily.**

4. Links to **short video tutorials to help parents** become more familiar with Google Classroom and Seesaw Classroom will be shared to all parents through their child's email account. **Parents who are not familiar with online learning platforms, are asked to utilize these resources to assist their child with daily homework.**
5. Students are required to **actively participate in their learning** daily (as outlined in the ECS Student Handbook). **Student attendance** will be based not only on contact, but also on participation in learning (as outlined in the ECS Student Handbook) if not present at the school.
6. **Nutrition-** Students will have access to no-cost, healthy breakfast and lunch daily at the school.
7. **A plan for grading and for certifying achievement** will be added to the ECS student handbook. This plan will account for learning in all forms (in person, hybrid, and remote).

#### **Additional considerations**

##### **School Lunch Considerations for at-school meals.**

-Students in grades PK-Grade 2 will eat in the cafeteria with social distancing expectations followed. All students in grades 3-8 will eat in their classrooms. Masks will be worn in the lunch line. Social distancing will be expected and marked clearly. Salad bar and self-serve options will not be available. All students will make choices at the window and will be served.

##### **Transportation Considerations.**

**All considerations are to help maintain the health and safety of all students and the driver.**

**Students will not be allowed to ride the bus unless they follow the expectations below:**

1. All students must be wearing a mask to board the bus and must keep it on at all times. Students will be asked to sanitize their hands as they board the bus.  
Students will sit in assigned seats (filling seats in order of bus route- filling rear seats first.  
The bus will unload in the reverse order (front to back) when arriving at the school.  
Seats will be assigned by **family**- individual seats will not be available in most cases.
5. Students will be expected to remain in their seats during the entire ride and respect physical distancing to the extent that is possible on the bus (no leaning into/over other seats, feet in aisles, yelling, etc.)

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## **Return to learning plan ( )**

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**HYBRID INSTRUCTION-** This will be used when/if the class sizes are recommended to be under 15 students, or if school capacity is limited and may vary for each classroom based on recommendations for group size in any location, per State of Maine regulations.

**\*During in-person learning— all considerations for in at school learning (GREEN plan) will be followed.**

**\*While at home learning- all considerations for remote learning (RED plan) will be followed.**

### **Option 1- Split Grades- (If classroom size is limited)**

**Monday, Tuesday-** Grades K, 2, 4, 6, and 8 will have in person learning, Thurs. & Friday- they will be at home learning via Google Classroom/Seesaw Classroom.

**Thursday, Friday-** Grades PK, 1, 3, 5 and 7 will have in person learning, Mon. & Tues.- they will be at home learning via Google Classroom/Seesaw Classroom.

**Wednesday-** Teachers will have office hours to support learning and at school classrooms will be thoroughly cleaned and disinfected.

### **Option 2- Split School (If school capacity is limited)**

**Monday, Tuesday-** grades PK-Grade 4 will have in person learning, Thurs. & Friday- they will be at home learning via Google Classroom/Seesaw Classroom.

**Thursday, Friday-** grades 5-8 will have in person learning, Mon. & Tues.- they will be at home learning via Google Classroom/Seesaw Classroom.

**Wednesday-** Teachers will have office hours to support learning and at school classrooms will be thoroughly cleaned and disinfected.

# **Edmunds Consolidated School**

## **Return to learning plan (Red-Remote learning)**

### **January 2021 revised- DRAFT**

**Any decision to initiate At-home/Remote learning will be based on current CDC recommendations and State Regulations/Guidance and will be made at the EUT level.**

#### **Expectations for ECS Teachers and Staff:**

1. It is the expectation of the EUT, that teachers will provide daily learning opportunities aligned to, and which result in demonstration of achievement towards, the MLR, that include forward movement along learning progressions or through grade level expectations as well as reinforcement of prior learning and necessary intervention regardless of the learning format. (in person, hybrid, or remote)
2. Teachers will provide parents/students with a clear daily schedule for instruction. This will be on paper, and posted in their virtual Google/Seesaw Classroom. This daily schedule will include age-appropriate engagement expectations for students; live daily contact between teachers and students (and/or caregiver); direct instruction (either synchronously or asynchronously); independent student work; and the opportunity for questions and feedback during teacher office hours.
3. Online learning platforms will be used regularly (Google classroom or Seesaw) will be used regularly at school to help students become more familiar with their use and to have practice interacting with direct teacher support prior to remote learning. While at home, this platform will be the tool used to provide access to resources, links to virtual meetings/classes, and turn in work.
4. Teachers will provide students with a weekly syllabus of learning goals/assignments. The syllabus will be posted in their Google classroom/Seesaw Classroom so it is accessible should a student need to stay home due to not feeling well, appointments, etc. and need to access their learning via the remote platform.
5. Students will be given access to the necessary materials and resources to support engagement in lessons regardless of location and limitations (no wi-fi access, etc.) to the extent possible.

#### **Expectations for ECS Students and Families:**

1. **Student expectations for Remote Learning will be published in the school handbook.** Regular attendance, and active participation will be required and expected. **Families are expected to inform the school if they do not have access to the Internet and a device for learning at home (tablet or laptop/computer).** Phones are not considered appropriate devices for learning. The school will do it's best to ensure equitable access to learning materials through providing access to a computer or WiFi device to be used at home.

**Each student/family will be issued a school assigned (@eut4me.org) student google email account** to access Google Classroom and/or Seesaw learning platform, and to aid in communication between teachers, students, families, and the school. **This should be checked daily.**

Links to **short video tutorials to help parents** become more familiar with Google Classroom and Seesaw Classroom will be shared to all parents through their child's email account. **Parents who are not familiar with online learning platforms, are asked to utilize these resources to help their child during at-home/remote learning.**

Students are required to **actively participate in their learning** daily (as outlined in the ECS Student Handbook).

**Student attendance** will be based not only on contact, but also on participation in learning (as outlined in the ECS Student Handbook).

**Nutrition-** Students will have access to no-cost, healthy breakfast and lunch daily to the extent that is possible following school nutrition guidelines and programs. When available, during hybrid or remote learning meals will be available for delivery/pick-up. Students will either opt-in or opt-out for this service during Remote or Hybrid learning. **Any daily changes require parents to contact Alison at the school.**

**A plan for grading and for certifying achievement** will be added to the ECS student handbook.

**A communication plan to assist students** and caregivers of students in understanding what to expect, how to engage in remote learning, where to get questions answered will be part of the handbook

# EDMUNDS CONSOLIDATED SCHOOL DAILY SELF-CHECK PROCEDURE

## COVID-19 Pre-Screening Tool for School Attendance

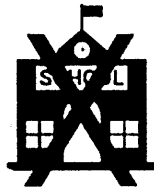
Within the past 24 hours  
have you had a fever  
(100.4 and above\*) or  
used any fever reducing  
medicine?

YES =



Do you feel sick with any  
of the most common  
symptoms of Covid, had  
vomiting/diarrhea, or felt  
unwell?  
(see symptom list to the right)

YES =



Have you been a close  
contact of a person with  
Covid in the past 14 days?

YES =



Have you traveled  
outside of the state in  
the past 14 days?

YES =



Contact  
Your School

**Stay home with any YES response to the questions above OR  
with two or more of the "less common" symptoms listed to the  
right.**

Attend school when all answers are NO and your child is  
feeling well with no other symptoms of illness. Call or see your  
school nurse or other designated person at school if you have  
questions.

Updated 10.9.20



### Most Common Symptoms of Covid 19:

Cough  
Shortness of  
breath  
or difficulty  
breathing  
Fever (100.4°F/  
38 °C or greater)\*  
Chills  
Sore throat  
New loss of taste  
or smell

### Less Common Symptoms:

Muscle pain  
Nausea or  
Vomiting  
Diarrhea  
Fatigue  
Headache  
Congestion/runny  
nose

\*Fever is 100.4°F/  
38°C regardless of  
measurement  
location (oral,  
temporal).